

Department of Environmental Services City Hall Room 300B, 30 Church Street Rochester, New York 14614-1290 www.cityofrochester.gov



NUMBER 5.1

FLEET MANAGEMENT POLICY / PROCEDURE

SUBJECT: Current Labor Resource for Preventive and Predictive Maintenance is

25% of all Available Fleet Labor.

APPROVED:

Michael Quattrone, Fleet Manager

Juathomo

PURPOSE: Document that current labor resources for preventive and predictive

maintenance is 25% of all available fleet labor.

PROCEDURE: The management staffs devote a minimum of 25% towards PM services

this includes all activities that tie into the PM process. These tasks include everything from supervising the PM's to running reports and providing

management decisions.

Also a poll was administered asking management staff if they devoted a minimum of 25% towards the process almost everyone in the organization is in agreement with this statement. We also met with each employee in-person and asked questions about their day-to-day interaction/involvement with the PM process to validate the poll results.

All our technicians are assigned to PM activities around 26.95 % of their total time. Also we have two technicians in the night shift that are dedicated to PM services. 100% of their work hours are used to perform preventative and predictive maintenance. This helps to keep the downtime very low and also perform maintenance on-time. As an indication one of our key performance indicators on our Scorecard is fleet uptime and we have been able to reach the target without trouble. Also some frequently occurring RTY's (e.g. 1405P93100BM – FOUND REPAIRS (PM or Otherwise)|Bucket Pin/Bushing Buc| Replace)that were cost and time intensive , have completely stopped after having employed these two resources to 100% PM tasks.

PREPARED BY: Lakshmi Kasturi Rangan

DATE: August 4, 2010

Phone: 585.428.6855 Fax: 585.428.6010 TTY: 585.428.6054 EEO/ADA Employer

